

STATEMENT OF UNDERSTANDING OF TEMPORARY APPOINTMENT

1. Temporary appointments may be terminated prior to the not-to-exceed date stated on the SF-50, Notification of Personnel Action.
2. Temporary appointments do not entitle an employee to make selections of Federal Employees Group Life Insurance (FEGLI).
3. Temporary appointments do not entitle an employee to make a selection for health benefits coverage. If your current temporary appointment continues for one full year, and is extended, you will be notified by the Personnel Office of your eligibility to elect a Health Benefit Plan. You may then elect a plan for which you will be charged the FULL premium.
4. Temporary employees do not serve a probationary period.
5. Temporary employees may be detailed to another position if that other position meets the criteria for temporary employment in accordance with FPM Chapter 300, Subchapter 8, Section 2-2. Detail of a temporary employee is subject to the same time limits and documentation requirements as a detail of a permanent employee.
6. Temporary employees are not eligible to be covered by the Civil Service Retirement System (CSRS) or the Federal Employees Retirement System (FERS). Temporary employment after 1988 (from 1-1-89 and after) normally will never be creditable under the Federal Employees Retirement System (FERS) even for an employee who later becomes covered by FERS.
7. A temporary employee serving in a General Schedule (GS) position is not eligible for within-grade increases, even when the employee has been extended beyond 1 year.

SIGNATURE OF EMPLOYEE

DATE

NOTE: EMPLOYEE IS TO BE FURNISHED A COPY OF THIS SIGNED STATEMENT FOR PERSONAL RECORDS. THE ORIGINAL IS FILED ON LEFT HAND SIDE OF OFFICIAL PERSONNEL FILE.

EMPLOYEE: CHECK BOX TO LEFT IF YOU ARE COMPLETING THIS FORM AS PART OF A PRE-EMPLOYMENT PACKAGE AND NEED A COPY FURNISHED FOR YOUR RECORDS.